

City of Hialeah

Building Department

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Private Providers Requirements

POLICY

The Building Official may approve private providers to conduct plans review and inspections duties in lieu of the municipal building department personnel as authorized by Florida Statute 553.791

PROCEDURE

- Notice to the building official of use of private providers is a form indicating that the fee owner has elected to participate in the alternative plan review and inspection program. This form also includes information regarding the project, the qualifications of the private providers and duly authorized representative, as well as, proof of the requisite professional and liability insurance coverage.
- The private provider plan compliance affidavit form is used by the private provider to attest to the building official the plans submitted by the private provider were reviewed for and are in compliance with the Florida building code and all local amendments to the Florida building code.

Note: The building official or his staff may visit the site as often as necessary to verify that the private provider is performing all required inspections. The building department will conduct all final inspections and inspection for assurance of temporary or final certificates of occupancy/completion. The building official may issue a stop work order, if a threat to public safety or welfare exists.

Upon completion of all inspections, the private provider shall prepare a certificate of compliance and summarize the inspections performed. The certificate of compliance must include a statement that the construction complies with the approved plans and the applicable codes.